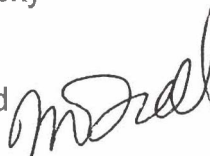


MARGARET DONNELLAN TODD
COUNTY LIBRARIAN

October 23, 2006

TO: Mayor Michael D. Antonovich
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: Margaret Donnellan Todd
County Librarian



SUBJECT: **QUARTERLY REPORT – RECRUITMENT AND RETENTION**

This report covers the County Library's recruitment progress for the first quarter of FY 2006/07--the months of July, August, and September 2006. During this quarter, candidates were interviewed every Friday, and nine vacancies were filled. However, during the same period, nine new librarians (less than two years of service) left County employment and one retired. Among those who left County service, five resigned for positions at other libraries with higher salaries, two left due to their legal employment status, one for personal reasons, and one for health reasons. During this period, one out-of-state candidate turned down a job offer due to the high cost of living in Southern California and another due to lack of relocation compensation. At the present time, there are 41 vacant Librarian I positions.

Recruitment – Conferences and Campus Interviews

- The County Librarian held two recruitment meetings to develop the Library's 2006/07 recruitment plans and strategies. Previous strategies were evaluated and a Master Recruitment calendar was created. This year, the Library will visit six conferences and eight graduate library schools across the nation to recruit new librarians. The Recruitment Task Force will also develop proposals for tuition reimbursement for part-time staff and relocation compensation for out-of-state candidates.
- In September, the County Librarian and other Library staff attended the Diversity Recruitment Summit at UCLA. She served as a panelist and shared the Library's recruitment efforts. An Assistant Library Administrator was on the planning committee for this summit.

Internships

- The Recruitment Task Force interviewed sixteen Librarian Intern candidates and placed twelve of them at the following libraries as summer and fall interns: Culver City, East Los Angeles, Gardena, Angelo M. Iacoboni (Lakewood), Hawthorne, La Canada Flintridge, Lancaster, Marina Del Rey, Temple City, Valencia, and the Chicano Resource Center (East Los Angeles). More interviews will be conducted in December for the spring semester.

Student Professional Workers

- A new student professional worker eligibility list was promulgated during this quarter. Three students began work--one will start in October and one was in the hiring process. This program will provide college students with practical library work experience and will give them an opportunity to explore the possibility of becoming a librarian in the future.

Publicity

- The County Library has reserved a table in the placement center at both the Joint Conference of Librarians of Color and the California Library Association, and has advertised the Library's vacant positions on their websites. The Department's Internet service unit also created an upgraded "Career Opportunities" page to include more comprehensive job information. The additional information provides better access and will encourage the viewers to apply for librarian positions with the County Library or to consider becoming a librarian.

As stated repeatedly in our previous reports, until salary and classification issues are made competitive, the recruitment and retention of librarians will remain problematic. It is our hope that with the salary raises negotiated in the new union contract, we will see improved recruitment numbers. In the meantime, the Department is working hard to continue active recruitment measures to fill librarian vacancies.

MDT:rmo
c:_Board Report

David E. Janssen, Chief Administrative Officer
Sachi A. Hamai, Executive Officer, Board of Supervisors
Board Liaisons